

**FITCHBURG PLANNING BOARD MEETING MINUTES  
TUESDAY, SEPTEMBER 23, 2008**

**MEMBERS PRESENT:** Paula Caron, Chair  
Mike DiPietro  
Mike Hurley  
Paul Fontaine, Jr.

**MEMBERS ABSENT:** John DiPasquale  
Nancy Maynard  
Elizabeth Slattery

**COMMUNITY**

**DEVELOPMENT OFFICE:** David Streb  
Mike O'Hara

**Call to Order**

Meeting called to order at 6:07 p.m. in the Veteran's Room, First Floor, City Hall.

**Communications**

CTPC Brochure for Planning Board training distributed to members. Staff told them we have some funding if they wish to attend training classes.

Petition of Councilor Kaddy to amend Wireless Communications Facilities section of Zoning Ordinance has been referred to Planning Board and public hearing will be on October 21 agenda. It would remove prohibition on wireless installations on Rollstone Hill "except for municipal use." There is a proposal to have a wireless facility for Police & Fire there. Staff had told Lt. Belliveau that another option would be to apply for a variance from this section.

Board was informed about the status of 323 Princeton Road. Owner will be applying to the board for a modification of their site plan.

Board was informed that the RFP for Fitchburg Redevelopment Authority on North Street resulted in one proposal. Staff passed around drawing of an option for development of the site submitted by Hecht Corp. of Concord, Mass.

Board was informed that Fisher Road LLC had submitted a revised plan. Will be on Oct 21 agenda.

Issue of traffic study for Electric Avenue and Franklin Road area was brought up.

**Meeting Minutes**

Motion made & seconded to approve minutes of the June 17, 2008 meeting with correction -- the Board did not grant an extension to the Special Permit for the JCJ, Arn-How Farm Road project; the extension to 2009 had been granted previously.

Vote unanimous to approve 6-17 minutes.

Motion made & seconded to approve minutes of the August 19, 2008 meeting as corrected by Ms. Caron adding items about landscaping improvements to the 91 Laurel St. convenience store site plan.

Vote unanimous to approve 8-19 minutes.

**ANR plans**

None.

**Minor Site Plan Review**

200 River St., motorcycle sales

Applicant failed to show for the hearing.

305 Wanoosnoc Rd., Brandon Funeral Home, addition

*Voting members present: Caron, DiPietro, Fontaine, Hurley (4)*

*Action: 4-0 to approve.*

Architect Brent Heinzer of B. Thomas Heinzer Associates described their plans. Proposing a small addition to the west edge of the building. The additional square footage would require five more spaces under zoning, which they have. Addition will be done in the same style as the rest of the building. He will submit corrected plans to the Building Department and the Planning Office that shows the layout of the driveway pulled away from the proposed building edge to maintain a 24-foot clearance.

Motion made & seconded to approve w/ condition:

- Submit a revised plan showing a wider driveway at left front corner of the building.

Voted unanimous to approve.

## **PUBLIC HEARINGS**

Proposed Zoning Ordinance & Map amendments - to create Priority Development Site overlay district and amend Ordinance to comply with provision of Ch. 43D, "expedited permitting"

*Voting members present: Caron, DiPietro, Fontaine, Hurley (4)*

*Action: 4-0 to recommend in favor of both amendments*

Mr. Streb explained the reasoning behind these amendments -- to make the City's Zoning Ordinance comply with the provisions of the Ch. 43D, "Expedited Permitting" program. Two Priority Development Sites were noted on the map - the former lagoons in west Fitchburg by Princeton Rd., and The Simonds Saw site on Intervale Ave. and Airport Rd.

Motion made & seconded to amend the Zoning map to designate a Priority Development Site overlay district, as proposed in the petition.

Vote 4-0 in favor.

Motion made & seconded to amend the Zoning Ordinance to bring it into compliance with the provisions of the Ch. 43D, "Expedited Permitting" program, as proposed in the petition.

Vote 4-0 in favor.

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Due to the fact there were only four members present (Special Permit - need five members to open hearing), the following Public Hearings were postponed to October 21:

- Special Permit - Habitat for Humanity - North Central Mass., corner Allen Place & Huron Street - three-family dwelling (*continued from 8-19-08*)
- Special Permit - Planned Unit Development, Depot Rd. & Fairmont St., Labell
- Special Permit & Site Plan Approval - Seven Hills Foundation, 1470 & 1480 John Fitch Hwy., day care
- Modification of Special Permit #06-13 - Lemay, King St. (*under appeal*)
- Special Permit - Liang, 101 Prichard St., add second residential unit
- Special Permit - 111 Daniels St., Brown, add third residential unit

## **OTHER BUSINESS**

Minor modification of Special Permit #04-32, Aho, 26 Willow St.

*Voting members present: Caron, DiPietro, Fontaine, Hurley (4)*

*Action: 4-0 to approve modification of entrance and Special Permit extension to December 2010.*

Atty. Watts & Dave Aho presented plan revised 9-3-08 to slightly revise the existing access on North Street. They want the primary entrance to be off North Street, so they are proposing a separate driveway rather than sharing a drive with the Credit Union. They hope to acquire land from the Credit Union and the Fire Station. Atty. Watts showed a draft ANR plan showing the revised property lines.

Parking will be reduced from 50 spaces to 49 spaces.

Fire Chief Kevin Roy present, and stated he has a "shopping list" for the Mr. Aho including extension of the steel picket fence similar to what exists along North Street at the park, and a new retaining wall. Aho is willing to do that.

Aho will provide exit and entrance signs for the Credit Union, and will provide an entrance sign on North Street for his project.

One decorative streetlight on North Street will have to be relocated.

Mike O'Hara pointed out that per the latest extension of the Special Permit, project completion was required by December 19, 2008. Mr. Watts requested an appropriate extension in light of that.

Motion made & seconded to allow completion by December 19, 2010 and to approve the proposed modification to the entrance configuration. Approved unanimously.

Matson, "Parker Hill Ests." subdivision - request for extension on conditions

*Voting members present: Caron, DiPietro, Fontaine, Hurley (4)*

*Action: 4-0 to extend completion of 2 conditions to commencement of Phase II or until October 2009, whichever comes first*

Atty. Watts presented. There were still two conditions in the subdivision approval that had not yet been completed by his client. He asked the Board to defer the \$10,000 contribution for a Westminster Hill Road planning study and the water system improvements required by the Water Department. The sewer extension on Hemlock Drive has been completed.

Mr. DiPietro asked about the paving of Hemlock Drive. Mr. Streb said he'd check with the DPW.

Councilor Joel Kaddy stated he is OK with the deferral of these two items -- Matson has done Hemlock Drive work.

Discussion ensued around whether the Board should establish a date for the \$10,000 payment, or simply tie it to the beginning of construction on Phase 2 of the project.

Motion made & seconded to extend completion of these two outstanding items to the commencement of phase 2 or until October, 2009, whichever comes first. Vote 4-0 to approve.

Meeting adjourned 7:30 p.m.

Next meeting: October 21, 2008

Approved: 10-21-08